

Section 7060

(October 2002)

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VEHICLE OPERATIONS

7060

(October 2002)

Departmental managers and supervisors determine which employees are authorized to operate equipment or vehicles on state business and the type or types of vehicle(s) that may be used: privately owned, commercially owned, or state-owned.

No members shall drive a motor vehicle (or combination of vehicles) for which the member is not licensed, per California Vehicle Code, Division 6, Chapter 1, Article 1. After reviewing a driving record check and completing the required driver training course for the vehicle members, with valid licenses of the appropriate class, may be allowed to drive.

CODE 3 DRIVING

7060.1

(October 2002)

When dispatched to an emergency incident, responders are permitted to drive with red lights and siren (code 3) in compliance with the law and departmental regulation.

Any responder dispatched to emergencies beyond extended attack or in ICS support functions (i.e. plans, finance, logistics sections and information or liaison officers) shall not respond code 3 unless specifically directed to do so by the Emergency Command Center.

Drivers of authorized emergency vehicles are exempt from certain laws relating to speed limits, rights-of-way, and signs or signals when responding to a fire alarm or other genuine emergency (but not when returning from such an emergency). This exemption is valid only when the vehicle's red lights and siren are operating at the level necessary to warn other drivers and pedestrians.

A driver must be aware of the limitations of visual and audible warning devices, i.e., red lights and sirens. The law requires that drivers of authorized emergency vehicles use good judgment when responding to emergencies. In all cases, the safety of the general public must take precedence over the response speed of an emergency vehicle.

- When responding Code 3 and traversing an intersection, the emergency vehicle shall maintain a speed that will enable it to stop without collision should its right of way be violated. At times it may be necessary to come to a complete stop at an intersection and then proceed cautiously after determining that the intersection is clear. Regardless of intersection speed, the driver must be prepared to stop should the need arise. In any event, the maximum speed allowed through a stop sign or red light controlled intersection shall be five miles per hour or less.

- Avoid passing on the right unless no other course is open and then only at safe speeds and after ensuring that any cars passed will not drive to the right as the emergency vehicle goes by.
- Keep near the center of the roadway so that on-coming vehicle will see the red light.
- Maintain a safe distance when following another emergency vehicle. A motorist may yield to the first emergency vehicle and then pull out in front of the second.

Note: Emergency response personnel shall use mobile equipment in a manner providing maximum protection for the general public.

Reference: [CDF HB 1700 Health and Safety](#);
[CDF HB 1732 Emergency Response Vehicle Guideline](#);
[CDF HB 4033 Code 3 Training](#);
[CDF HB 6753.1 CDL Endorsements](#);
[CDF HB 6780-83 Operation Driver Duty](#).

OFF-ROAD APPARATUS OPERATIONS **(October 2002)**

7060.2

When required to operate fire apparatus off road to abate an emergency, it shall only be done within the design limitations as recommended by the manufacturer. Operators must consider the angles of approach and departure and take care to avoid high centering when operating off paved roads.

- Headlights and taillights shall remain illuminated at all times the vehicle is in operation off-road. In addition, emergency lights shall be illuminated whenever visibility is less than 300 feet. Move quickly through soft, loose, muddy areas to prevent bogging down. Maintain smooth steady speed/RPM. Don't lock brakes on down hill. When crossing watercourses maintain a slight pressure on the brakes to keep pads and linings dry.
- Park across slope if possible. Utilize both chock blocks with cables connected to the vehicle. Continually assess the situation to ensure that an escape route is available.
- When returning to paved road check the undercarriage for damage, check the tires for damage, make certain that the lug nuts are tight and remove any rocks lodged between dual tires.
- When traversing a side-hill reduce speed and keep the vehicle to the upper side of the roadway.

CHOCK BLOCKS

7060.3

(October 2002)

All CDF mobile equipment and local government mobile equipment under CDF administration or control shall be equipped with the correct number of chock blocks in accordance with CDF Policy.

Each individual operator of CDF mobile equipment has the primary responsibility to park his/her vehicle in a safe and secure manner based on conditions.

Chock blocks shall be used whenever an employee is under a vehicle, e.g. performing preventive maintenance, repair, etc.

Reference: [CDF HB 6851.1](#), HB 4313.4.

DRIVER LIMITATIONS, 8/80 DEFINITIONS

7060.4

(October 2002)

The operation of state vehicles is governed by the State Administrative Manual (SAM), the Department of General Services Fleet Administration (DGS), the Department of Motor Vehicles (DMV), the Department of Transportation (DOT/Cal/Trans), the California Highway Patrol (CHP), California Code of Regulations Title 13, certain provisions of the Code of Federal Regulations (CFR 49) and CDF policy. The requirements can be broken into two broad categories:

REQUIREMENTS FOR REGULATED VEHICLES -those governed by California Code of Regulations Title 13. These include transports, stakesides that weigh over 26,001 lbs., Helitenders, Fire Crew Transports (CCV), fuel tenders, vans that carry more than 15 people and any vehicle used by the department that weighs more than 26,001 pounds. These vehicles must conform to certain provisions of CCR Title 13.

REQUIREMENTS FOR NON-REGULATED VEHICLES - included are sedans, pickups, utility vehicles, SUVs, Fire Engines, dozer tenders, vans that carry less than 15 people and stakesides that weigh under 26,001 lbs.

Operators of regulated vehicles require either a Class A or B license with certain endorsements. Operators of Fire Engines and Fire Crew Transports (CCV) require a Restricted Fire Fighter License (RFFL) and certain endorsements (CVC section 15250.5 (b)(f)(g)). Operators of non-regulated vehicles require a Class C license. All licenses are based on a Class C license with the additional licenses/endorsements added.

CCR Title 13 exempts Fire Engine operators from the requirements of regulated vehicles even though they weigh more than 26,001 lbs. This exemption is based on a DMV ruling that classifies a fire engine as "Firefighting Equipment" ([CVC section 2416\(3\)](#) & [CCR section 1212/1212.5](#))

CCR Title 13 exempts Fire Crew Transport operators from the license requirements of regulated vehicles, the drug & alcohol testing and the pull notice program. This exemption is based on a ruling by DMV that classifies Fire Crew Transports (CCV) owned and operated by CDF as "Firefighting Equipment" ([CVC section 2416\(3\)](#) & [CCR section 1212/1212.5](#)). The Fire Crew Transport remains a regulated vehicle for the purposes of annual terminal inspections, 90-vehicle inspections and daily driver logbook requirements. ([CDF HB 6557.4](#) and [CVC section 233\(a\)](#)).

DRIVING RULES: The operator of any department vehicle is subject to certain driving-hour regulations. These are listed from most to least restrictive:

REGULATED VEHICLE 8/80 RULE: This applies to all operators of regulated vehicles. The operator cannot exceed 80-hours of routine driving/work in 8-days. Work includes any activity performed for the employer, including driving. There is an exemption to this rule in CCR Title 13 that suspends the rule during an emergency such as "firefighting or related operations". This exemption is triggered whenever the operator is responding under an incident number. Upon returning to the home terminal (in-quarters at permanently assigned facility) the suspension of the 8/80 rule is terminated and the operator must not drive a regulated vehicle again until they are below the 80-hours in 8-day criteria as shown on their driver's logbook. ([CDF HB 6557.4.1](#))

A full 24-hour off-shift period allows the operator to reset their 8/80 clock back to zero on their driver's logbook. Off-shift means available for dispatch at a place of the employer's choosing, but not performing state business. It can include ordered rest at the work site. Ordered rest less than 24-hours (if the operator has exceeded 80-hours in the 8-day period) would count hour-for-hour against the 80-hour liability. Normal off-duty time is counted toward the reset. Time spent on stand-by does not count toward the accumulation of the 80-hours in the 8-day period. Time spent on stand-by does count toward the reduction of the 80-hour liability. ([CDF HB 6557.3.1](#))

CDF 10-HOUR RULE: No operator of a Fire Crew Transport (CCV) will be permitted to drive *on non-emergency status* for more than 10-hours since their previous eight-hours of consecutive rest. (Adjust time to 12-hours if adverse driving conditions are encountered). In order to drive the operator must record eight-hours of consecutive rest. ([CDF HB 6557.3.2](#))

CDF 15-HOUR RULE: No operator of a Fire Crew Transport (CCV) will be permitted to drive *on non-emergency status* after having been on-duty for more than 15-hours since their previous eight-hours rest. In order to drive the operator must record eight-hours of consecutive rest. (CDF HB 6557.3.2)

CDF 18-HOUR RULE: During emergency and related operations, no operator of a Fire Crew Transport will be permitted to drive after they have exceeded 18-hours of *driving and on-duty status* since their previous eight-hours of consecutive rest. Exceptions to this rule must be based on a true emergency. The Incident Commander must approve exceptions allowing short drives to a place of rest. (CDF HB 6557.3.2)

CDF 8-HOUR REST RULE: Operators being released from emergency operations, after having exceeded any of the non-emergency driving and on-duty regulations shall be given 8-hours of rest prior to leaving the incident. The Incident Commander must approve any exceptions to this rule. (CDF HB 6557.3.2)

OUT OF SERVICE DETERMINATION: All drivers are personally responsible for the safe operation of their vehicles. An operator will not drive when their ability to do so safely is adversely affected by fatigue, illness, medication, or other cause. Drivers **shall** place themselves out of service whenever they feel incapable of safely operating their vehicle.

BACKING

7060.5

(October 2002)

Vision to the rear is often impaired by the vehicle's body construction. This is particularly true in vehicles larger than pickups or sedans. To reduce vehicle-backing accidents, a backing guide will be used whenever a vehicle is moved backwards. The guide must be told where the driver intends to go. Even when using a guide, the driver is responsible for the vehicle.

The guide stands behind the vehicle on the side of greatest danger. The guide stands diagonally off the rear corner; far enough back to stay clear of the vehicle yet close enough to be seen in the mirror by the driver. The guide will use four standard signals.

GOLDEN CIRCLE

7060.5.1

(October 2002)

Prior to vehicle movement, walk around vehicle and inspect the area before moving forward or backwards.

Reference: Handbook 4300; 4313.2, [7097.6 Backing Guide Hand Signals](#).

Mobile equipment repairs will be completed as per CDF Mobile Repair Handbook (6805). All CDF equipment assigned to the incident will be inspected, serviced and repaired before leaving the incident. Safety Inspections due will be completed and documented. Vehicles released from incident will be ready for assignment or return to home unit. Any vehicle not in safe running order, which can't be repaired at the incident, will be transported to home unit. The three most common incident types are:

1. Incident without Incident Base Established

The local FEM I is responsible for the safety and repair of assigned vehicles on the incident. If needed, the FEM I establishes the inspection and repair facility, orders (through ECC) and assigns HEM's as necessary.

2. Incident with Incident Base Established

The local FEM I coordinates with the Ground Support Unit in establishing a mobile equipment repair and demobilization facility large enough to accommodate expected equipment. The GSUL requests additional FEM's, HEM's, and finance specialists with experience in time recording and parts procurement.

Mobile Equipment Repair & Demobilization Facility Duties

- Inspection
- Service
- Repair equipment at facility
- Make mobile field repairs

3. Non CDF Fire Incident

If a local or federal incident base is not established to inspect for safety and needed repairs, ALL CDF VEHICLES must contact the local FEM or representative for instructions. The FEM will ensure that all service, safety and compliance inspections, along with repairs, are completed before being released.

Inspection Area

Upon arrival at repair facility, the operator will be directed to the inspection line. The operator will receive instructions from the inspection writer. The operator will remain with the vehicle. After inspection, the writer will direct the vehicle to service, repair, or return to staging.

1. Identification and instruction signs
2. Cones for lanes
3. ME-15 with clip boards
4. Writers
5. Gives instructions to vehicle drivers
6. Informs mechanic/inspector of compliance inspection requirements
7. Completes ME-15, MEM 6805, gives one copy of ME-15 to driver
8. Directs vehicle to repair, service, or staging.

Repair Area

Mechanical and tire repairs will supervised by the Repair FEM. The operator and crew will be advised to either remain in the area or return to staging.

- Separate tire repair from vehicle repair area.
- Parking area for repair backlog.
- Core and return parts tagged and identified.
 - Work order #, Me-107
 - Vehicle "C"
 - Date of repair
- Captain and/or Engineer assistance. Accepted and encouraged.
- Repair FEM or HEM instructs on safety procedures.
- Upon work repair completion, ME-107 completed, MEM 6805 completed, directions to driver to service or staging.

Service Area

"A & B" service will be performed while the crew waits. The crew will remain in the vehicle. The service mechanic will have control of the vehicle keys during servicing.

1. Identification and instruction signs
2. Coned lanes
3. Vehicle keys in control of service personnel
4. Upon service completion, ME-107 completed, MEM6805 completed, directions to driver to staging.

Completed vehicles to Staging Area. No vehicles "hanging around" waiting for non-completed vehicles.

00900 Repairs

All repairs, parts, tires, and accident repairs to be charged to 00900 need to be covered by ME-107 and photos (tires)
Work orders on ALL tire work.

Recommendation: Check out sheet needs to have "Mobile Equipment" check out.

WINCH OPERATIONS

7060.7

(October 2002)

Before commencing winch operations the operator shall ascertain that the winch has sufficient capacity for the task at hand. The vehicle on which the winch is mounted shall face within fifteen degrees of the same direction as the cable and be securely parked. Do not winch and drive the vehicle at the same time. Use a purchase point on the object being moved that is sufficiently strong. Replace any cable or wire rope that is worn or frayed.

Cable failures, while under strain, and may cause a violent whipping action across this entire area. Do not straddle or step over winch cable during winching operations. Do not stand near the cable or winch while winching, if the cable, chain, hook, etc. breaks the cable can hit a person with enough force to cut him/her in half. Do not stand behind a vehicle while it is being winched. Do not allow any persons within the bight area of the cable.

Post an assistant in a safe position in plain view of the engine operator to observe and stop the winching operation. If the winch operator loses sight of the assistant, stop the winching operation immediately.

Note: Never wrap cable around stationary object, always wrap object with tow chain and attach hook to chain.

SNATCH BLOCK OPERATIONS

7060.7.1

(October 2002)

Use the snatch block whenever possible, this reduces the chance of cable breakage or damage. Wrap tow chain around an immovable object/anchor. Do not use telephone or power poles or dead or diseased trees as an anchor. Do not stand in the areas between the legs of the cable run. Failure of the snatch block may result in a serious injury. Do not exceed rated capacity of the snatch block or winch cable.

REWINDING SAFETY

7060.7.2

(October 2002)

While rewinding, never allow the person guiding the cable to get so close to the engine that he/she is obscured from the driver's vision. Do not allow the cable to slide through hands even with gloves on. Pass cable hand over hand to guide it onto the drum. Gloves are to be worn at all times during winch operations.

Reference: CDF HB 4313.12 Mechanical Winch Operations; BFEO Handbook "Off Road Winch Ops."

DRIVER RESPONSIBILITIES

7060.8

(October 2002)

Drivers are exempt from driving and on-duty hour regulation during emergency and related operations. A driver will not operate a CDF owned or operated vehicle when his or her ability to operate a vehicle safely is adversely affected by fatigue, illness or any other cause. All drivers are personally responsible for the safe operation of their vehicles. Drivers shall place themselves out of service whenever they feel incapable of safely operating the vehicle. Vehicle and apparatus operators are expected to exercise caution and err on the side of safety.

CCV DRIVING RULES

7060.8.1

(October 2002)

All CDF drivers of CCV's shall comply with provisions of Title 13, California Code of Regulations.

- No driver will operate a CCV after driving for 10 hours (12 hours if adverse driving conditions exist, as defined above) following eight hours of rest, except while assigned to emergency or related operations.
- No driver will operate a CCV after having been on-duty for 15 hours, following eight hours of rest, except while assigned to emergency or related operations.
- A driver will not operate a CCV after having been on duty for 80 hours in any eight-consecutive-day period, except while assigned to emergency or related operations.
- Drivers shall place themselves out of service whenever they feel incapable of safely operating their vehicle.
- Supervisors, as well as the operators themselves, shall monitor fitness of the drivers to operate CCVs. Incident Commanders and their staffs, Agency Representatives, and Technical Specialists-Crews will assure that relief drivers are available **and utilized** wherever needed.

From the time a CCV driver is assigned to an emergency or related operation, until he or she returns to routine operations, as in back at the camp, that driver is not legally subject to hourly driving limitations. CCV drivers being released from emergency operations, after exceeding **any** of the non-emergency driving and on-duty hour regulations, shall be given a minimum of eight (8) hours of rest, prior to leaving the incident, regardless of their exempt status. The Incident Commander must approve any/all exceptions.

- On transition from emergency to non-emergency status, CCV drivers will calculate remaining hours of driving time available. Included in total hours are driving and on-duty hours worked on emergency and related operations.
- Driving and on-duty hour totals are calculated utilizing an eight-day window over any eight-consecutive-day period. For purposes of driving and on-duty hour calculations, all days are linear. There is no mechanism for resetting the eight consecutive-day clock. Any eight-consecutive-day period is subject to scrutiny.
- Routine driving of a CCV by timed-out drivers, such as to a work project, during one or more of the following conditions, does **not** qualify as an emergency related operation:
 1. During a move-up and cover assignment
 2. During a staffing pattern
 3. During a mobilization center assignment.

The nature of the driving operation must be assessed as to whether it “relates” to an emergency in progress.

- Overtime hours resulting from the loss of driving status, including those paid to relieve drivers or custodial personnel, are chargeable to the emergency fund. The costs are coded to the emergency responsible for the greatest number of Fire Crew Captain on-duty hours. For custodial personnel to be reimbursed for coverage behind timed-out Fire Crew Captains, they must be reasonably necessary for watching “laid-in” crewmembers. The FC-33c must name the FCB(s) on timed-out status creating the custodial necessity. These individuals’ overtime can be reimbursed during normal fire crew work hours only.
- Timed-out CCV drivers, on their regular workday only, may be placed on ordered rest. Rested, but timed-out, CCV drivers are eligible for driving of a CCV on emergency and related assignment. Or, they may be worked on non-CCV-driving duty status, such as in camp, or when utilizing relief drivers to transport the crew to, or from, a work project. However, the fire crew captain’s driver’s daily log will reflect these work hours, extending the period required to bring his or her hours to within legal CCV driving limits. Those drivers who worked or retained in camp on their normal days off, will be compensated.

BRIDGES

(October 2002)

7060.9

When traversing bridges, gross vehicle weight limitations shall not be exceeded except by permit granted by the appropriate engineering authority or during suppression activities.

If no limitation is posted, inspect the bridge, including the underside. Look for concrete abutments with firmly planted foundations. Girders should be steel or concrete. Wood members should span only short distances (10 feet or less), be stout, and not be old or rotten. Consider off loading water and equipment. Have firefighters walks across the bridge after the vehicle crosses.

If the bridge is questionable, do not traverse it. Develop an alternate route and communicate the deficiency to other units.

Reference: HB 6700 Mobile Equipment; [HB 6751 Equipment/Vehicle Use](#); [HB 6753 License Requirements](#).

SUBSTANCE ABUSE WHILE OPERATING A STATE VEHICLE

(October 2002)

7060.10

When the operator of a commercial motor vehicle is involved in an accident he/she shall be tested for alcohol and controlled substances if the following circumstances exist:

- The operator was using the vehicle to perform safety sensitive functions and the accident involved the loss of human life; or
- The operator received a citation under state or local law for a moving violation arising from an accident ~ the accident involved bodily injury requiring treatment away from the scene and/or resulted in damage to vehicle that required the vehicle to be towed or transported away.

Reference: HB 1000 Personnel Management, [HB 1081 Employee Rule of Conduct \(96\)](#) and [1084 Substance Abuse Policy \(96\)](#).

[\(see next section\)](#)

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[\(see Forms or Forms Samples\)](#)